

AGREEMENT  
BETWEEN  
THE ALLOWAY TOWNSHIP BOARD OF EDUCATION  
SALEM COUNTY, NEW JERSEY  
AND  
THE ALLOWAY EDUCATION ASSOCIATION

2013 2014

2014 2015

2015 2016

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## **PREAMBLE**

The Agreement entered into this 25<sup>th</sup> of June, 2013, by and between the Alloway Township Board of Education, the Township of Alloway, Salem County, New Jersey, hereinafter called the "Board", and the Alloway Education Association, hereinafter called the "Association".

## **ARTICLE 1: RECOGNITION**

- A. The Board hereby recognizes the Alloway Education Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all teachers, school nurses, LDT-C, social workers, guidance counselors, and psychologists employed on a full or part-time basis in positions that require certification or licensure.
- B. Unless otherwise indicated, the term "teacher(s)" and "employee(s)", when used hereinafter in this Agreement, shall refer to all employees represented by the Association as defined in Article 1, Section A, and references made to teacher(s) shall include those of either sex.

## **ARTICLE 2: NEGOTIATION PROCEDURE**

- A. The parties named herein agree to enter into collective negotiations over a successor agreement in accordance with Chapter 123, Public Laws of 1974, in good faith effort to reach agreement on all matters concerning the terms and conditions of teachers' employment. Such negotiations shall begin no later than prescribed by New Jersey State Law. Any agreement so negotiated and approved by a majority of the entire body of each party shall apply to all teachers, be reduced to writing, and signed by the President and Secretary of each party.
- B. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed and approved by the parties.

### ARTICLE 3: GRIEVANCE PROCEDURE

WRITTEN POLICY SETTING FORTH PROCEDURES TO BE FOLLOWED FOR THE PRESENTATIONS, CONSIDERATIONS, AND RESOLUTION OF GRIEVANCES AND PROPOSALS OF EMPLOYEES.

- A. Any individual teachers or group of teachers employed by the Alloway Township Board of Education shall have the right to appeal the application of policies and administrative decisions affecting them or to submit proposals for consideration through clearly defined administrative channels.
- B. A grievance to be considered under this procedure must be initiated by the employee within thirty (30) calendar days of its occurrence.
- C. It is understood that teachers shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.
- D. Failure at any step of this procedure to communicate the decision of a grievance within the specified time limits shall permit the aggrieved teacher to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limit shall be deemed to be acceptance of the decision rendered at that step.
- E. Purpose: The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems, which may from time to time arise affecting teachers. Both parties agree these proceedings will be kept informal and confidential.
- F. With respect to such grievances or proposals, said teachers shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal in presenting such appeals or proposals. Such teachers shall have the right to present their own grievances or proposals, or designate representatives of the Alloway Education Association to appear with or for them at any step in this procedure.
- G. Procedure:
  - Level I: Any teacher or group of teachers having a grievance or proposal shall first discuss it with the Principal or Assistant Principal in an attempt to resolve the matter informally at that level.
  - Level II: If, as a result of this discussion, the matter is not resolved to the satisfaction of the teacher(s) within ten (10) school days, he or they shall set forth the grievance in writing to the Superintendent. Said grievance shall specify the section of the Agreement violated, the issue in dispute, all dates (dates of occurrence, filing, prior decisions and appeals), the disposition desired, and other pertinent data required to process the grievance. The Superintendent shall communicate his decision to the teacher(s) in writing within fifteen (15) school days of receipt of the written grievance and shall supply the Board with copies of such correspondence.
  - Level III: If the teacher is dissatisfied with the disposition of the grievance by the Superintendent, the grievance may be transmitted to the Board within ten (10)

school days after the Superintendent has communicated his decision. The Board, within thirty (30) calendar days, shall hold a hearing with the teacher. The Board shall render a decision within twenty (20) calendar days of the hearing. The Board, through the Superintendent, shall communicate its decision in writing to the Association. If the teacher is not satisfied with the disposition of his grievance by the Board, the teacher may, within five (5) school days, request in writing that the grievance be submitted to arbitration by the Association. If the Association elects to submit the grievance to arbitration, it shall do so within fifteen (15) school days of receipt of the Board's decision and provide notification of the Association's submission of the grievance to arbitration to the Superintendent.

#### H. Meetings and Hearings

All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representative, heretofore referred to in this Article.

#### I. Arbitration

1. If within ninety (90) days of submission to PERC an arbitrator has not been assigned, then in the alternative, the process will allow for the use of the American Arbitration Association (AAA). A request shall be made to the AAA to submit a roster of persons qualified to function as an arbitrator in the dispute in question. Thereafter the parties shall be bound by the rules of the AAA.
2. The arbitrator shall be limited to the issues submitted to him and shall consider nothing else. He can add nothing to, or subtract anything from, the Agreement between the parties. The recommendations of the arbitrator shall be final and binding. Only the Board, the aggrieved, and his representatives shall be given copies of the arbitrator's report of the findings and recommendations. This shall be accomplished within thirty (30) calendar days of the completion of the arbitrator's hearings.

#### J. Cost:

1. Each party shall bear the total cost incurred by themselves.
2. The fees and expenses of the arbitrator are the only costs which shall be shared equally.
3. If time is lost by any teacher due to arbitration proceedings necessitating the retention of a substitute, the Board of Education shall pay only the cost of the substitute. In the case that the grievant prevails, the grievant (and representative, if applicable) shall not be charged a day's wages to attend the arbitration hearing.

#### K. Rights of Employee to Representation

Any aggrieved person may be represented at all steps of the grievance procedure, by himself, or at his option, by a representative selected or approved by the Association. The Association has a requirement to act when the issue is larger and/or affects more than the individual grievant. The Association shall have the right to be present and to state its view at all stages of the grievance procedure.

#### ARTICLE 4: TEACHER RIGHTS

- A. Whenever any teacher is required to appear before the Board or any committee or member thereof concerning any matter which could adversely affect the continuation of that teacher in his office, position or employment or the salary or any increments pertaining thereto, then he shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview.
- B. The teacher has the responsibility to determine grades within grading policy of the Alloway Township School District based upon his professional judgment of available criteria pertinent to any given subject area or activity to which he is responsible. The district wide grading policy shall be established at the sole discretion of the School District. Teachers must be able to verify all grades. Grades are subject to review and modification by the Superintendent.

#### ARTICLE 5: ASSOCIATION RIGHTS AND PRIVILEGES

- A. Whenever any representative of the Association or any teacher is mutually scheduled by the parties to participate during working hours in negotiations, grievance procedures, conferences, or meetings, he shall suffer no loss of pay.
- B. The Association and its representatives shall have the right to use the school building at all reasonable hours for meetings. The Superintendent's approval for such use shall be granted, having been given 24 hour notification, and providing that there is no conflict with facility use.
- C. The Association shall have the use of a bulletin board in the faculty lounge. The Association may also utilize adequate space on the bulletin board in the central office for Association notices.
- D. The Association shall have the right to use school facilities and equipment at reasonable times. When such equipment is not otherwise in use is the only condition thereof. The

items are to be used for educational purposes with the approval of the Superintendent. The Association shall supply its own paper for the copier, typewriters, etc.

- E. The Association shall have the right to use the intra-school mail facilities and school mailboxes as it deems necessary and without the approval of the Superintendent or other members of the administration.
- F. The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representatives of the teachers and to no other organizations.
- G. The Board shall submit an updated scattergram at the beginning of each school year to the Association President. The scattergram shall include name, step and salary, minimally.

#### ARTICLE 6: TEACHING HOURS/TEACHING LOAD

- A. 1. As professionals teachers are expected to devote to their assignments the time necessary to meet their responsibilities, but they shall not be required to "clock in or clock out" by hours and minutes. Teachers shall indicate their presence in the school facility by signing their initials in the appropriate column of the faculty "sign-in" roster.
- 2. The teacher's day shall be six hours (6) and fifty-five (55) minutes long. This includes ten (10) minutes of non-instructional time at the beginning of the workday and ten (10) minutes of non-instructional time at the end of the workday. This also includes a duty-free lunch period of thirty (30) minutes.
- 3. Teachers shall be provided preparation time according to the following:
  - a) Teachers in grades Pre K-8 shall be granted conference/preparation periods weekly based on the number of specials. These periods shall be not less than forty-five (45) minutes in length. In no event, shall a teacher receive less than four (4) such periods in any five day, full-day week. Conference/preparation periods shall not be reduced except because of reduction - in force of special teachers or scheduling necessitated by the hiring of additional classroom teachers.
  - b) All other teachers shall receive a minimum of 150 minutes per week. These preparation periods shall not be less than thirty (30) minutes in length and one of these periods shall

occur on at least 4 out of 5 days.

- c) Teachers in grades Pre K-8 shall be paid the following hourly rate per lost preparation period: \$28.00 per lost preparation period if the total for the week falls below the scheduled amount; all other teachers shall be so paid if their total falls below the minimum number of minutes provided in paragraph (a) & (b) above.

4. In addition to A-2., there shall be a faculty meeting each month. The faculty meeting shall be scheduled at the discretion of the Superintendent. The faculty meeting schedule for the school year shall be distributed no later than September 15 of the school year. If the scheduled faculty meeting is a snow or other weather related absence, the faculty meeting shall be rescheduled at the Superintendent's discretion. Faculty meetings will not be scheduled after school on Fridays. All faculty meetings shall start no later than fifteen (15) minutes after student dismissal and last no more than sixty (60) minutes. These meetings may be used for information dissemination, professional development, including but not limited to in-service activities, curriculum review and revision, and other professional tasks as determined by the Superintendent. At the discretion of the Superintendent, when matters of an urgent nature warrant, additional faculty meetings may be called. To the extent consistent with applicable federal and New Jersey statutes and New Jersey Department of Education and Salem County Superintendent regulations and policies, teachers shall receive credit toward their New Jersey Department of Education continuing education requirements for attendance at professional development meetings as set forth hereinabove.

B. Teachers may leave the school grounds during their scheduled duty-free lunch period upon notification of the office.

C. The work year for teachers shall consist of 184 days as follows:

180 days for pupil instruction

1 day for opening activities for teachers

3 days for in-service instruction or, at the Superintendent's discretion, six "extended days" which commence after student dismissal and extend no later than 5:00 p.m., or some combination of full in-service days and extended days, with each full day being equivalent to two (2) extended days. These days shall be scheduled in the staff calendar at the beginning of the



school year, but may be rescheduled by the Superintendent as needed with five (5) working days notice to the affected staff of the revised date. No extended in-service day shall be scheduled on a Friday.

#### **ARTICLE 7: TEACHER EMPLOYMENT**

- A. Teachers shall be notified in writing of their contract and salary status for the ensuing year by May 15.
- B. 1. Any vacancy during the school year shall be posted on the counter in the main office and on the bulletin board in the teachers' room for a ten (10) working day period after the vacancy is known to the Superintendent. In the case of homebound instruction, the district shall notify all staff by posting in the main office and on the bulletin board in the teachers' room for a period of two (2) days.
- 2. Any vacancy occurring after the last teacher day shall be posted on the counter in the main office and on the bulletin board in the teachers' room for a ten (10) day period and e-mailed once to the Association president after the vacancy is known to the Superintendent. Notification will also be made by a person-to-person telephone call to one of the Alloway Education Association Officers.
- 3. The AEA President shall be notified in writing and by e-mail of any vacancy.

#### **ARTICLE 8: TEACHER ASSIGNMENT**

The Superintendent will notify teachers of their class and/or subject assignment by the last day of the current school year, except where fiscal, educational or staffing changes require assignment to be made over the summer recess. The Superintendent shall give notice to new teachers as soon as possible.

#### **ARTICLE 9: TEACHER SALARY**

- A. Teachers employed on a ten-month basis shall be paid in twenty equal semimonthly installments on the 15<sup>th</sup> and 30<sup>th</sup> of each month. School ending prior to June 15<sup>th</sup>, each teacher will receive final installment for the year, providing all work is completed to the satisfaction of the Superintendent, on the last working day. When school extends

beyond the 15<sup>th</sup> of June, the nineteenth installment will be paid on the 15<sup>th</sup> of the month and the twentieth installment will be paid on the last day worked, providing all work is completed to the satisfaction of the Superintendent. The twentieth installment shall not be paid by direct deposit (see Article 9E below), but shall be paid instead by distribution of checks to the teachers.

- B. When payday falls on or during a school holiday, vacation or weekend, teachers shall receive their paychecks on the last previous working day.
- C. Employees may individually elect to have monies deducted from their pay to be placed in a Federal Credit Union or other institution authorized by the Board of Education.
- D. Ten-month employees must be employed five (5) calendar months on a paid status in a contract year to progress to the next vertical step of the salary guide.
- E. The Board of Education shall make available Direct Deposit with no cost to the employee. All teachers will be required to participate in direct deposit. The funds will be posted to an account of the employee's choice by the 15<sup>th</sup> and 30<sup>th</sup> of each month respectively. In the instance of February, by the 15<sup>th</sup> and the last day of the month.

#### **ARTICLE 10: EVENING SCHOOL, SUMMER SCHOOL,**

##### **HOME TEACHING AND FEDERAL PROGRAMS**

- A. Teachers of the Alloway Township School District shall have priority for employment in Federally Funded Programs, Evening Schools, Summer Schools and in providing home instruction.
- B. Such employment does not entitle the teacher to greater seniority or any advancement on the pay scale.
- C. Posting of these positions shall be as stated in Article 7B.

#### **ARTICLE 11: TEACHER ABSENCE**

- A. All teachers employed shall be entitled to ten sick days each school year as of the first official day of said school year, whether or not the teacher reports on that day. Unused sick days shall be accumulated from year-to-year with no maximum limit.

An individual hired after September 15<sup>th</sup> in any school year shall have their sick leave days pro-rated for that school year. (Example – An employee hired on November 19<sup>th</sup> shall receive (8) sick days).

- B. Three personal days, in addition to sick leave days, shall be granted. An individual hired after September 1<sup>st</sup> in any school year shall have their personal days pro-rated as follows:
1. Individuals hired between September 1<sup>st</sup> to November 30<sup>th</sup> will receive three (3) days.
  2. Individuals hired between December 1<sup>st</sup> to the last day of February will receive two (2) days.
  3. Individuals hired between March 1<sup>st</sup> to the end of the school year will receive one (1) day.

Teachers will notify the Superintendent in advance when these days are to be taken. The reasons for these personal days need not be disclosed. Unused personal days are accumulative as accumulated sick leave.

- C. Upon retirement in order to collect a pension, the Board will pay teachers forty-five dollars (\$45.00) per day for each day of unused accumulated sick leave, to a maximum of eight thousand five hundred dollars (\$8,500.00) per employee.
- D. With respect to eligibility to be paid for unused accumulated sick leave under Article 11C in the event of a teacher's death prior to receiving payment, payment shall be made to the teacher's estate.

## ARTICLE 12: TEACHER EVALUATION

- A. Teachers shall be evaluated by persons certified by the New Jersey Board of Examiners to Supervise Instruction.
1. The number of said evaluations shall be at least three times for non-tenure teachers and at least one time for tenure teachers during the school year.
  2. The teacher shall be given a copy of any formal class visit or evaluation report prepared by the evaluator(s). No teacher shall be required to sign a blank or incomplete form nor be prevented from making written comments concerning his formal report.

3. There will be no verbal comments relating to the evaluation during the above-mentioned evaluation. A private conference concerning the evaluation shall be held within four school days, except in cases of emergency. A copy of the written evaluation shall be given to the teacher within fifteen (15) working days from the date of the conference.
- B. A teacher shall have the right, upon request, to review the contents of his own personnel folder.

### ARTICLE 13: TEACHER FACILITIES

A. The school shall have the following facilities:

1. A serviceable desk and chair for the exclusive use of each teacher.
2. Copies, exclusively for the teacher's use, of all text used in each of the courses he is to teach.
3. A complete dictionary in all classrooms (equivalent to Webster's New Collegiate Dictionary).
4. Adequate books, paper, pencils, pens, chalk, erasers, and other such materials required in daily teaching responsibility.
5. A petty cash fund shall be established for use in purchasing incidental supplies for classroom instructional use. The teacher shall be reimbursed for purchases of incidental supplies upon presentation of a paid receipt for such expenditures to the Superintendent to the amount of one hundred twenty-five dollars (\$125.00) per school year. Reimbursement requests may be presented four times per year, at the conclusion of each of the four marking periods.
6. A file cabinet shall be provided exclusively for teachers' use.

### ARTICLE 14: TEMPORARY LEAVES OF ABSENCE

A. Bereavement Leave

1. Teachers shall be allowed five (5) consecutive working days leave of absence due to the death of a parent, husband, wife, son (step-son) and/or daughter (step-daughter), three (3) working days for brother, sister, brother-in-law, sister-in-law,

father-in-law, mother-in-law, daughter-in-law, son-in-law, grandfather and/or grandmother, and grandchild. Bereavement days must be taken within thirty (30) calendar days from the date of death of the relative (with no allowance for bereavement leave if the date of death of the teacher's relative occurs during the summer recess and more than thirty (30) calendar days before the beginning of the new school year.

2. Leaves taken pursuant to Section A shall be in addition to any sick leave or personal days to which the teacher is entitled.

B. Other Leaves

1. Time for the purpose of visiting other schools or attending meetings or conferences of an educational nature when the Superintendent recommends it.
2. Time necessary for appearances in any legal proceeding connected with the teacher's employment or with the school system if the teacher is required by law to attend.
3. Time necessary for persons called into temporary active duty of any unit of the United States Reserves or the State National Guard, on days when school is in session.
4. Other leaves of absence with pay may be granted by the Board for good reason.
5. Leaves taken pursuant to Article 14.B shall be in addition to any sick leave or personal days to which the teacher is entitled.
6. Any leave granted other than as provided under this Article 14.B.1 through 14.B.4 shall be without pay.

C. Sabbatical Leave

1. A sabbatical year may be granted, after seven consecutive years employment with the Alloway School District, for rest, travel, or research. This leave is without compensation.
2. Upon return from sabbatical leave, a teacher shall be placed on the salary schedule at the level which he/she would have achieved had he/she remained actively employed in the system during the period of his/her absence and he/she

shall be credited with all other benefits for which he/she would have been entitled during the period of his/her leave and continuing thereafter upon his/her return.

- D. Leaves in accordance with the Family Leave Act shall be granted upon presentation of information supporting the request.
- E. Maternity/Child Care Leave
  - 1. A teacher who anticipates a maternity leave disability shall notify the Superintendent in writing of the anticipated commencement of the maternity leave no later than 60 days prior to the anticipated delivery date.
  - 2. Upon written request from the teacher, the Board shall grant a leave of absence of up to the remainder of the school year of the birth and the following school year. If the teacher wishes to return during the birth year, and after all leave time accorded by statute has been utilized, the Board shall exercise its best effort to approve the requested date of return while maintaining educational continuity. Should the teacher request an extended leave into the next year following the birth, the Board reserves the right to determine the termination of the leave in order to preserve educational continuity. Accumulated sick days may be used during maternity leaves, consistent with Board policy.
  - 3. Child care leave may be utilized for the care of the teacher's natural child or an adopted child and may include time prior to a final court order of adoption.
  - 4. If requested by the teacher, the Superintendent shall exercise his best efforts to reassign a teacher returning from maternity or child care leave to the same grade and/or subject area.

#### **ARTICLE 15: HEALTH PROGRAM**

- A. The Board shall provide a medical and prescription benefits program in the School Employees Health Benefits Plan – Direct 10 in 2013 for all teachers and dependents at 100% Board expense less any contribution required by State law except as follows:

Teachers newly hired, shall be insured only individually. A teacher who is covered individually may elect to pay the additional cost for Parent/Child, Husband/Wife (couple) or Family coverage. Upon completing three years of employment, said teachers shall be eligible for Parent/Child, Husband/Wife (couple) or Family coverage.

- B. The SEHBP Direct 10 plan – 2013 and the SEHBP 2013 prescription plan shall be eligible to all school employees and their dependents at 100% Board expense less any contribution required by state law or for dependent coverage as stated above. The prescription drug co-pay shall be that set by the SEHBP for 2013.
- C. The Board shall reimburse each employee under a section 125 plan to offset expenses as directed by the employee, for example dental/optical. For tenured employees this reimbursement shall be as follows : \$1,000.00. For non-tenured employees, the Section 125 reimbursement rates shall be as follows: \$525.00.
- D. The Employer shall notify the Association a minimum of sixty (60) days in advance of any change in health carriers. Any change in health care coverage shall be equal to or greater than the existing coverage of the current Agreement.
- E. Any employee may elect to receive 25% of the insurance premium as payment for declining health care and/or prescription coverage, upon furnishing proof that they are covered under another health care or prescription plan. Such employees making this election shall be re-enrolled immediately in the health care plan of the employee's choice, as long as it is a plan provided by the Board, upon loss of this duplicate coverage, if one of the seven (7) life changing conditions as specified below occurs:
  - 1. Death of spouse
  - 2. Divorce
  - 3. Change in number of dependents
  - 4. A termination of employment
  - 5. A reduction in hours of employment
  - 6. Reduction of health insurance benefits by spouse's employer to eliminate dependent coverage

#### 7. Cancellation of health insurance benefits by spouse

This 25% stipend shall be paid at the rate of the plan the employee was enrolled in or would be entitled to receive. The 25% stipend shall not exceed a cap of \$5000.00. Payment shall be made in 20 semi-monthly installments.

### ARTICLE 16: EDUCATIONAL IMPROVEMENT

- A. A teacher shall be paid under the "Bachelor + 15" salary scale upon satisfactorily completing fifteen additional graduate credits above the "Bachelors" degree.
- B. A teacher shall be paid under the "Masters" degree salary scale upon receiving a "Masters" degree.
- C. A teacher currently with a Masters degree shall be paid under the "Masters + 15" salary scale upon satisfactorily completing fifteen graduate credits above the Masters degree.
- D. A teacher currently with a Masters degree shall be paid under the "Masters + 30" salary scale upon satisfactorily completing thirty graduate credits above the Masters degree.
- E. All additional credits mentioned in Sections A & C above in this Article must be in teacher-related fields.
- F. Exceptions to Section E of the Article must be approved by the Board.

### ARTICLE 17: TUITION REIMBURSEMENT

A. The Board will pay 75% of the cost of the tuition bill submitted for members enrolled in any graduate course, up to three (3) courses per year. The maximum payment will not exceed 75% of the cost of graduate tuition credits at Rowan University. Payment will be made upon submission of a transcript showing successful completion of the course.

Reimbursement for courses taken in the spring semester shall be provided only to employees who have been offered and who have accepted a contract to teach in the Alloway School District for the coming school year. Tuition reimbursement is only available to teachers for graduate work taken after they have completed two full years and have begun their third year in the district. All courses must receive prior approval of the Superintendent, and must be related to the educational field.



Any member who resigns from the district shall reimburse the Board for the cost of all courses which have been taken within one (1) year of the date of resignation.

In order to qualify for tuition reimbursement under this article, an employee must attend a school that is an accredited college and must be related to his/her current or future job responsibilities. Future job responsibilities shall include any position in the field of education.

- B. Tuition reimbursement shall have a district cap of \$10,000.00 per year.

**ARTICLE 18**  
**2013-2014 SALARY GUIDE**

**2013-14 Alloway**

**Salary Guide**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
<b>1</b>	48,964	49,774	50,818	51,658	52,658
<b>2</b>	49,994	50,804	51,846	52,686	53,686
<b>3</b>	51,035	51,845	52,889	53,729	54,729
<b>4</b>	52,474	53,284	54,328	55,168	56,168
<b>5</b>	53,385	54,195	55,239	56,079	57,079
<b>6</b>	54,403	55,213	56,257	57,097	58,097
<b>7</b>	55,332	56,142	57,186	58,026	59,026
<b>8</b>	56,256	57,066	58,110	58,950	59,950
<b>9</b>	57,511	58,321	59,345	60,205	61,205
<b>10</b>	58,498	59,308	60,352	61,192	62,192
<b>11</b>	59,406	60,216	61,260	62,100	63,100
<b>12</b>	60,861	61,671	62,715	63,555	64,555
<b>13</b>	62,119	62,929	63,973	64,813	65,813
<b>14</b>	63,465	64,275	65,329	66,159	67,159
<b>15</b>	64,547	65,357	66,401	67,241	68,241
<b>16</b>	65,999	66,809	67,853	68,693	69,693
<b>17</b>	67,773	68,583	69,627	70,467	71,467
<b>18</b>	69,540	70,350	71,394	72,234	73,234
<b>OG1</b>	73,859		80,009		
<b>OG2</b>	77,126		85,199		
<b>OG3</b>	78,106				

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**2014-2015 SALARY GUIDE**

**2014-15 Alloway**

**Salary Guide**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
<b>1</b>	49,908	50,718	51,762	52,602	53,602
<b>2</b>	50,938	51,748	52,790	53,630	54,630
<b>3</b>	51,979	52,789	53,833	54,673	55,673
<b>4</b>	53,418	54,228	55,272	56,112	57,112
<b>5</b>	54,329	55,139	56,183	57,023	58,023
<b>6</b>	55,347	56,157	57,201	58,041	59,041
<b>7</b>	56,276	57,086	58,130	58,970	59,970
<b>8</b>	57,200	58,010	59,054	59,894	60,894
<b>9</b>	58,455	59,265	60,289	61,149	62,149
<b>10</b>	59,442	60,252	61,296	62,136	63,136
<b>11</b>	60,350	61,160	62,204	63,044	64,044
<b>12</b>	61,805	62,615	63,659	64,499	65,499
<b>13</b>	63,063	63,873	64,917	65,757	66,757
<b>14</b>	64,409	65,219	66,273	67,103	68,103
<b>15</b>	65,491	66,301	67,345	68,185	69,185
<b>16</b>	66,943	67,753	68,797	69,637	70,637
<b>17</b>	68,717	69,527	70,571	71,411	72,411
<b>18</b>	70,484	71,294	72,338	73,178	74,178
<b>OG1</b>	74,803		80,953		
<b>OG2</b>	78,070		86,143		
<b>OG3</b>	79,050				

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## 2015-2016 SALARY GUIDE

2015-16 Alloway

### Salary Guide

Step	BA	BA+15	MA	MA+15	MA+30
1	50,959	51,769	52,813	53,653	54,653
2	51,989	52,799	53,841	54,681	55,681
3	53,030	53,840	54,884	55,724	56,724
4	54,469	55,279	56,323	57,163	58,163
5	55,380	56,190	57,234	58,074	59,074
6	56,398	57,208	58,252	59,092	60,092
7	57,327	58,137	59,181	60,021	61,021
8	58,251	59,061	60,105	60,945	61,945
9	59,506	60,316	61,340	62,200	63,200
10	60,493	61,303	62,347	63,187	64,187
11	61,401	62,211	63,255	64,095	65,095
12	62,856	63,666	64,710	65,550	66,550
13	64,114	64,924	65,968	66,808	67,808
14	65,460	66,270	67,324	68,154	69,154
15	66,542	67,352	68,396	69,236	70,236
16	67,994	68,804	69,848	70,688	71,688
17	69,768	70,578	71,622	72,462	73,462
18	71,535	72,345	73,389	74,229	75,229
OG1	75,854		82,004		
OG2	79,121		87,194		
OG3	80,101				

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**ARTICLE 18**  
**EXTRA-CURRICULAR STIPENDS**

Except for the Lead Teacher, extra-curricular stipends shall be paid for work performed separately and in addition to the teacher's instructional responsibilities beyond the school day.

**2013-16**

**Gifted Program**

Coordinator	1134.00
Art: Lower	1304.00
Art: Upper	1304.00
Drama: Lower	1304.00
Drama: Upper	1304.00
Drama: Upper	1304.00
Intellectual: Lower	1304.00
Intellectual: Upper	1304.00
Leadership: Lower	1304.00
Leadership: Upper	1304.00
Psych Motor	1304.00
Band/Chorus Director	1304.00

**Summer Band**

**\$30.00hr/\$450 max**

Jazz Band Director	1304.00
Lead Teacher	1304.00
Science Club Coordinator	1304.00
Science Club Coordinator	1304.00
Field Hockey Coach	1304.00
Field Hockey Assistant	670.00
School Safety Patrol Advisor	908.00
Rogate Coordinator	624.00
Student Council Advisor	1020.00
Yearbook Advisor	850.00
Yearbook Advisor	850.00
Science Fair Coordinator	850.00
8 <sup>th</sup> Grade Advisor	964.00
8 <sup>th</sup> Grade Advisor	964.00

**Home Instruction**

**\$30.00 per hour**

Attend workshops as required by Administrator

**\$30.00 per hour**

Give workshops as required by Administrator

**\$30.00 per hour**

Curriculum revision in summer or after school hours

**\$30.00 per hour**

Scoring-Holistic Writing Samples

**\$30.00 per hour**

Field Trips extending beyond 6:00 p.m.

**\$34.00 trip allowance**

A Team Committee Member

**\$30.00hr/\$720 max**

Technology/Computer District Coordinator

**\$42.00 per hour**

Attendance at professional relevant activities when directed by Administrator (max 6 hrs)

**\$30.00 per hour (max \$180.00 per day)**

SIT Team member	\$30 per hour
Homework Clinic	\$30 per hour
Successmaker	\$30 per hour
Detention Supervision	\$30 per hour
Grade Level Meetings	\$30 per hour
After School Clubs as approved by the Superintendent	\$30 per hour

**Evening Events:**

Family Science, Family Math, Bedtime Story Hour, Kinderkarnival  
\$100.00 per event upon application and approval by the Superintendent.

**\*Staff members may apply** for inclusion of activities not listed above by September 15<sup>th</sup>. Upon approval by the Superintendent and Board of Education, a stipend consistent with comparable activities will be paid.

*\*Superintendent has sole discretion to approve hourly payment for work not specified above.*

*\*Superintendent has sole discretion to regulate the maximum number of hours for any hourly stipend if the maximum number of hours is not specified above.*

## ARTICLE 19: REPRESENTATION FEE

1. Purpose of Fee - If an employee does not become a member of the Association during any membership year which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to the Association for that membership year. The purpose of this fee will be to offset the employee's per capita cost of services rendered by the Association as majority representative.
2. Amount of Fee/Notification - At the onset of each membership year, the Association will notify the Board in writing of the amount of the regular membership dues, initiation fees, and assessments charged by the Association to its own members for that membership year. The Association shall provide to the Board evidence that the Association has a demand and return system in place.

### Deduction and Transmission of Fee

3. Notification - On or about September 15<sup>th</sup> of each year, the Board will submit to the Association a list of all employees in the bargaining unit. On or about January 1<sup>st</sup> of each year, the Association shall provide the Board with the names of those employees who are required to pay the representation fee.
4. Payroll Deduction Schedule - The board will deduct from the salaries of the employees referred to in Section 3 the full amount of the yearly representation fee in equal installments beginning with the first paycheck in February, following the January 1 provision by the Association to the Board of the names of those employees who are required to pay the representation fee.
5. Mechanics - Except as otherwise provided in this Article, the mechanics for the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the transmission of regular membership dues to the Association.
6. Changes - The Association will notify the Board in writing of any changes in the list provided for in Paragraph 3 above, and/or the amount of the representation fee, and such changes will be reflected in any deductions made more than thirty (30) days after the Board received said notice.
7. The Association shall indemnify and hold the employer harmless against any and all claims, demands, suits and other forms of liability, including liability for reasonable counsel fees and other legal costs and expenses that may arise out of, or by reason of any action taken or not taken by the Board in conformance with this provision.


## ARTICLE 20: MISCELLANEOUS PROVISIONS

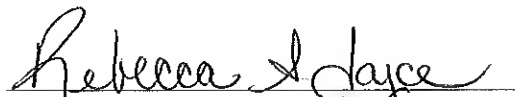
- A. Copies of this agreement shall be reproduced at the expense of the Board within thirty days after it is signed and a copy thereof shall be provided to:
1. All teachers now employed.
  2. All teachers hereafter employed.
  3. All teachers considered for employment by the Board.
- B. Whenever any notice is required to be given by either of the parties to this agreement to the other pursuant to the provisions of this agreement, either party shall do so by certified mail, regular mail or hand delivery (but not by fax or E-mail) at the addresses listed below:
1. If by Association to the Board:  
Secretary, Alloway Township Board of Education  
Alloway Township School  
43 Cedar Street, PO Box 327  
Alloway, New Jersey 08001
  2. If by the Board to the Association:  
President, Alloway Education Association  
Alloway Township School  
43 Cedar Street, PO Box 327  
Alloway, New Jersey 08001

## ARTICLE 21: DURATION OF CONTRACT

This agreement shall be effective July 1, 2013, and shall continue in effect until June 30, 2016. In witness whereof, the parties hereto have caused this agreement to be signed by their respective Presidents and attested by their respective Secretaries, all on this 25<sup>th</sup> day of June, 2013.

ALLOWAY BOARD OF EDUCATION

  
David Lounsbury, President

  
Rebecca S. Joyce, Board Secretary  
School Business Administrator

ALLOWAY EDUCATION ASSOCIATION

  
Kathleen Hoglen President

  
Debra Dilks, Secretary